

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

ILSP Working Group Meeting Minutes - 31 March 1988

FROM

Chm ILSP Working Group, Rm 3E14 Hqs

EXTENSION

NO.

OL 10127-88

DATE

8 April 1988

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.
NBPO Rep. 1J45 Hqs.

2.

3.

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31 March 1988

MEMORANDUM FOR: ILSP Working Group Members, Alternates and Meeting Attendees

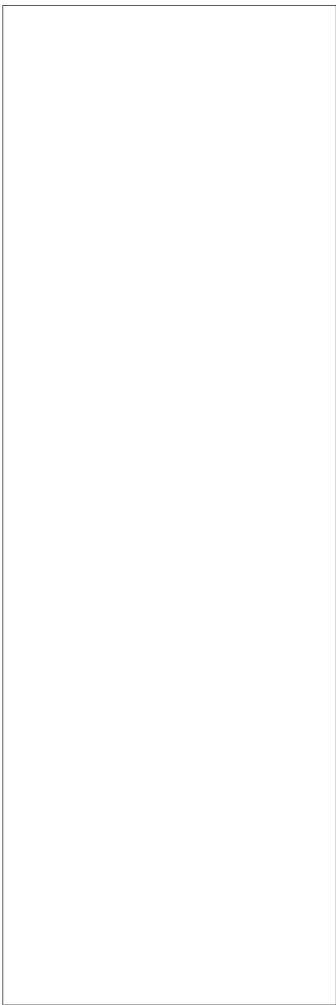
FROM:


Chairman, ILSP Working Group

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SUBJECT: ILSP Working Group Meeting Minutes - 31 March 1988

1. The scheduled meeting of the ILSP Working Group (ILSP) was held at 1000 hours, 31 March 1988. The following representatives were present:


ILSP
ILSP
OIT Representative
ILSP
OS/SESD
O/Comptroller
DCI/Admin
OL/BSB
OEA/ES
ILSP
ILSP
OMS Alternate
FMD
OSWR
DA Alternate
OIT/CED
NBPO Representative
DS&T Representative
OS Representative
OTE/AD
OIT/SI
OSWR
OS/SPG
NESA
HSD/OS
OEA
DCI Admin
OS/PSD
DI Alternate
DO Representative

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OL 10127 88

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The meeting followed the scheduled Agenda (Attachment 1).

2. Old Business

A. The minutes of the previous meeting were approved without comment.

B. [] said a DO Alternate will be named at the next meeting.

3. OL Topics

A. [] presented the latest Joint OIT-OL ILSP schedule showing completion dates of planned activities. (Attachment 2) There were no major changes in the past two weeks.

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B. NHB Fit-up work continues on schedule. North Tower renovations are underway on the ground, first, and second floors. OSWR equipment rooms and MPSS space renovations have begun.

C. North Tower (NT) survey work has been completed for all components except for late fill-ins. South Tower (ST) requirements are substantially under way and tight review schedules must be maintained. The entire cycle from requirements until move typically takes nine months.

D. A meeting is scheduled for 4 April 1988 to resolve remaining problems with the alarm power drops. The NT still requires some holes in concrete blocks and the conduit for ST alarms remains a problem. Placement of the alarms, rather than the number of alarms, continues to be unresolved. OS and OIT are working to resolve this problem.

E. Carpeting is down on the first floor of the NT and the third floor is scheduled for completion on April 1. The sixth floor is scheduled to start on 4 April 1988. Initial shipments of partitioning have been received and are being stored on the fourth floor. Ten truck loads of furniture can be triggered for delivery when needed.

F. The final punch list items, which are small unresolved construction problems, are being worked on by CENTEX, the NHB prime contractor. The main remaining problem is metal channel blocks between the main run and branches in the NT ground floor OTS area only. OL/NBPO and OIT are working to resolve this problem.

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G. There were no new OL issues/concerns. OEA asked about the impact of moving terminals and desks at this late date and were told that moving a terminal on the same desk or table would not be a problem but moving a desk could be a significant problem because of power and PBX connections. The changing of room numbers may also cause future OIT equipment database problems. A list of old and new room numbers is now available so this potential problem may have been resolved.

4. OIT Topics

A. [] presented the status of PBX, Wang, and Special Wiring. (Attachment 3) OTS wiring on the first and third floor is complete and the sixth floor (OEA, NESA, DI/TF) is scheduled for 1 April 1988 completion.

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B. The status of Computer Systems relocation was also presented. (Attachment 4) The next move scheduled will be the CAMS production system on 8 April 1988. [] move will follow on the Memorial Day weekend.

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C. There were no new OIT issues/concerns.

5. OS Topics

A. [] was introduced as the new OS member of the ILSP WG.

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B. Work continues on the installation of alarms in the NHB. 80% of the alarms still need power for operation. The question of interior and exterior TV surveillance was raised and an Action Item was assigned to OS to brief this subject at the next meeting.

C. The status of the NHB Tempest survey will be presented at the next ILSP WG meeting.

D. There has been no change in the official policy relating to safes in the NHB. Questions on the policy have been addressed to the DDA; however, a response has not yet been received.

E. There we no new OS issues/concerns.

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6. Outstanding Issues/Questions

A. A reminder was made that OIR is collecting requests for cable TV drops. ILSP would like a copy of all such requests.

7. General Issues/Concerns

A. No new issues/concerns were raised by the Working Group membership. The Chairman announced that [] would attend the next ILSP meeting to brief on the OIT/ISC concept for the NHB.

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8. Action Item Review

ILSP-23 DO Alternate AI - remains open-Overdue

ILSP-39 Provide alarm dates for schedules - remains open - Overdue

ILSP-45 Define CCTV requirements to OIR with copy to ILSP - AI remains open

ILSP-48 Numbering system for NHB interior offices - Due 14 April 1988

ILSP-49 Colors for NHB Interior Corridors - Due 14 April 1988

ILSP-50 Remove picnic tables from the North Loading Dock - Cannot be removed - not turned over to OL - AI Closed

ILSP-51 Occupancy date for NHB Ground Floor Center - Aug/Sept 1988 timeframe - AI Closed

All Components

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9. Action Items Assigned

ILSP-52 Provide the status of interior and exterior
TV surveillance - Due 14 April 1988.

ILSP-53 Provide the status of NHB Tempest Status -
Due 14 April 1988



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10. The next ILSP WG meeting is scheduled for 14 April 1988 at 1000
in 3E14 HQs.



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ILSP WORKING GROUP
AGENDA
31 MARCH 1988

- OLD BUSINESS

- Review/Approval of Minutes of previous meeting
- New DO Alternate ILSP member

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- OL TOPICS

- Overview of ILSP Schedule
- Status of NHB Fit-up Work
- Status of NHB Survey Work
- Status of Alarm Power Drops
- Carpet & Partition Progress Report
- Punch List Items - Grout in Duct Banks
- Issues/Concerns?

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- OIT TOPICS

- Status of PBX, Wang, and special wiring work in NHB
- Status of Computer Systems relocation
- Status of Alarm Wiring conduit work
- Issues/Concerns?

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- OS TOPICS

-
- Status of Alarm work in NHB
- Status of Tempest Survey
- Safes in the NHB - Current Status
- Issues/Concerns?

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- OUTSTANDING ISSUES/QUESTIONS

- Status of OIR request for cable TV drop requirements

- GENERAL ISSUES OR CONCERNS?

- DA
- O/DCI
- DI
- DO
- DS&T

- FUTURE ACTIVITIES

- Guest Speaker on OIT/ISC's

- ACTION ITEM REVIEW

- NEXT MEETING: 14 APRIL 1988, 10:00 3E14 HQS

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25 March 1988

JOINT OIT-OL ILSP SCHEDULE

Summary of changes from the last issue:

1. Addition of new items to the schedule: 3 OTE classrooms on the 4th floor, OS space (remaining) on the 4th floor.

This schedule has been jointly coordinated, and represents the office-level commitment dates of OL and OIT.

Outstanding Issues:

1. Schedule for moving OTS components into former "CG" space. Waiting for OTS decision about whether or not they can move into the space 'as is' or will insist on changes. If they elect to move 'as is', then the area is essentially complete. If they require changes, OL, OIT, and OTS must jointly negotiate a new move-in schedule (perhaps late CY89?).
2. Schedule for moving OSO/SPD into former "CG" space. DDA memo of 2/23/88 sets January 1989 as relocation timeframe. OL, OIT, and OSO must jointly back into a schedule for this move.
3. OS alarm dates. OS was pending dates from OIT and OL/NBPO for completion of conduit and electrical work, respectively. Now that OS has those dates, OS owes ILSP completion dates for the entire project.
4. Numerous OIT UnderFloor wiring dates. Pending OIT.
5. OL completion of 1st/3rd floor OTS Carpet/Furniture work. Current contract schedule was based on earlier OIT dates of 5/2/88 for access to these areas. Now that the space was made available early, OL is attempting to move these dates ahead. Availability of CorryHiebert furniture may prevent an earlier date.

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25 March 1988

Agency Office	North Tower Area	COMPLETION DATES						
		OL 100% Drawings	OL Provide Access	OIT UnderFloor Work	OL Carpet/Furniture	OIT Install Phones	OL Final Checkout	OS Alarms Working
OTS	Ground	871228*	880315*	880509	880610	880630	880708	?
	1st	871104*	871215*	880307*	880601?	?	?	?
	2nd	871103*	871204*	880502?	880610?	880630?	880708?	?
	2nd-CG	?						
	3rd	871023*	871029*	880318*	880601?	?	?	?
OSWR	3rd	871023*	871023*	880502	880613	880708	880715	?
	4th	871026*	871103*	880502	880613	880708	880715	?
	5th	871028*	871120*	880502	880613	880708	880715	?
NESA	6th	880104*	880119*	880401	880513	880610	880617	?
OEA	6th	880121*	880128*	880401	880513	880610	880617	?
MPSS	5th	880129*	880209*	880415	880529	880624	880701	?
DI/TF	6th	880121*	880128*	880401	880513	880610	880617	?
OTE	2nd-1	880309*	880323*	?				
	4th-1	880301*	880315*	?				
	4th-8	?						
OMS-2	4th	880301*	880315*	?				
ISC-3	2nd	880307*	880322*	?				
	5th	880307*	880322*	?				
OL-4	Ground	880301*	880301*	?				
OIT-5	1st	880404	880418	?				
	2nd	880404	880418	?				
OP-6	4th	880404	880418	?				
OSO-7	2nd	?						
PPS	4th	?						
OS-9	4th	?						

NOTES:

* ACTUAL completion date (dates without asterisks are PLANNED dates)

-CG Former OTS/CG space, given to OTS by DDA memo 2/23/88

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- 1 Fit-up of OTE classrooms only (2A014, 4C088, 4C090)
 - 2 Fit-up of OMS Infirmary only
 - 3 Information Service Centers
 - 4 Fit-up of OL storage areas only
 - 5 Fit-up of OIT storage/office areas
 - 6 Fit-up of OP office area around OMS Infirmary only
 - 7 OSO/SPD only, temporary assignment per DDA memo 2/23/88
 - 8 Fit-up of OTE classrooms only (4A012, 4F030, 4F032, 4F034)
 - 9 Fit-up of north tower OS space only.
- N/A Not Applicable
- ? Date not yet supplied or verified

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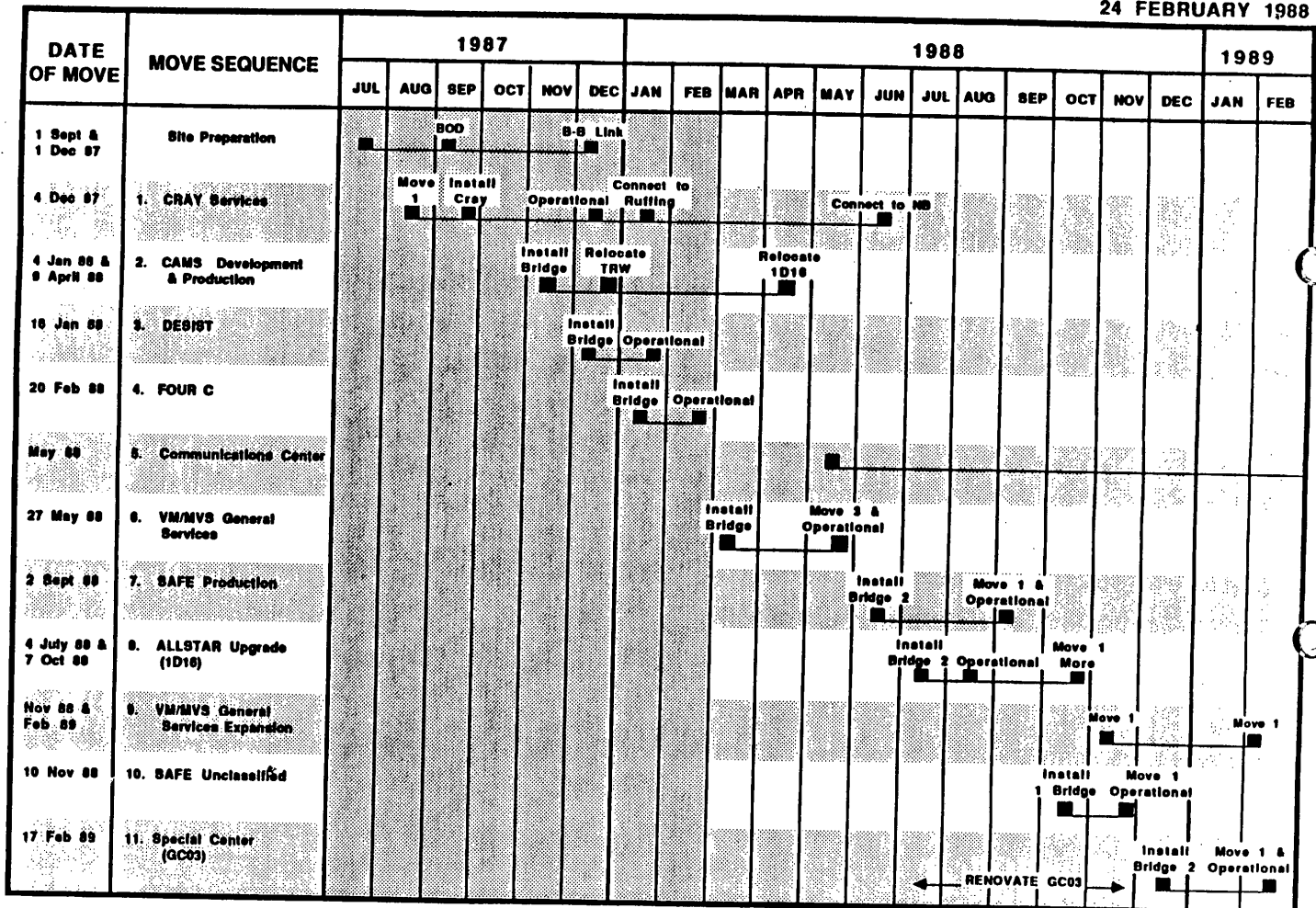
29 March 1988

Short Term Wiring Dates

- o OTS 1st floor - 3/7 (completed 3/7)
- o OTS 3rd floor - 3/18 (completed 3/29)
- o 6th floor (OEA, NESA, DI/TF) - 4/1 (on schedule)
- o MPSS 5th floor - 4/15
- o OSWR (3rd, 4th, 5th floors) - 5/2
- o OTS 2nd floor (non-CG) - 5/2
- o OTS Gnd floor - 5/9

RELOCATION SCHEDULE

24 FEBRUARY 1988



ATTACHMENT 4